

Centerville-Osterville Marstons Mills Fire Department

Fire Commissioners' Meeting

April 26, 2021

Minutes

The Board of Fire Commissioners meeting opened at 1702 hrs. Fire Commissioners Macallister, Riley, and Scott were in attendance along with Chief Winn, Deputy Eldridge, C. Adams, B. Monroe, Z. Hammond, Station 3, and N. Celeste.

Roll call was taken. A motion was made and seconded to accept the minutes from the March 15, 2021 meeting. There was one (1) ambulance waiver to be discussed.

COVID-19

Update on skilled nursing facilities

Regency
Harbor Point
CHIPS House

All three (3) nursing facilities are reporting Covid Free and Barnstable's Covid numbers have come down within the last week.

CORRESPONDENCE

PERSONNEL

Eric Bengston – has filed for an accidental disability retirement with the Barnstable County Retirement Association. COMM Fire is assisting Eric with this effort and all paper work is being compiled for processing.

Justin Medeiros-has returned to full duty.

Michael Carney-out for an unknown period of time. Mike injured himself while off duty. **May be able to come back for light duty the second or third week of May.**

Michael Rogers-out for an unknown period of time. Mike injured himself while off duty.

FIRE PREVENTION

The Fire Prevention Association of Massachusetts monthly meeting was held via Zoom. This month's educational component was on mercantile type business inspections presented by Dean Melanson.

The Cape & Islands Fire Prevention Association held a meeting via Zoom. These meetings will now be held quarterly with an educational component.

Three site plans were held for COMM in March. Bell Tower Mall 1600 Falmouth Road for converting 2nd floor office space into 26 residential units, 779 Bumps River Road for a barn, covered riding ring, and open riding ring, and Windmill Square 3821 Falmouth Road for a Caviar repackaging and sales business.

Construction continued on the 6 contractor bays building at 1330 Main Street in Osterville. Construction was completed and approved for the new church at 20 Camp Opechee Road. Construction began on the solar project at Cape Resources 280 Old Falmouth Road.

The Junior Firefighter program at West Villages Elementary was temporarily suspended due to the school closure but will resume in April and continue throughout the remainder of the school year.

This past month a total of (114) permits were issued by the Fire Prevention Office while collecting \$2770.00 in permit fees. Resale inspections of homes was the most common type of permit (64) and inspection (59). Overall the Fire Prevention Officers completed (200) inspections and/or activities (36) of which were Senior Safe Grant visits.

EMS

PPE continues to be located and purchased as needed. We currently have a good supply of PPE.

Recertification for members with expiring EMT certification continues through the end of the month.

Education via Prodigy continues monthly. The state is still not allowing in person lectures due to COVID.

Work underway to develop a final specification and quote for a replacement ambulance.

Equipment and supplies are in good working order. Crews continue to meet the challenges of EMS daily.

DISPATCH

During March of this year COMM units responded to 362 calls for emergency service, up by 27 as compared to last March. The first quarter run total of 1048 is an increase of 18 calls over the first three months of 2020.

Of the 362 calls in March, 221 were EMS, the remaining 141 were fire or service related. COMM also dispatched 68 calls for Cotuit Fire District in March, an increase of 18 over March 2020.

During March Dispatch logged 203 public contacts at the Vestibule window. Primarily Monday through Friday and divided almost evenly between morning and afternoon.

On April 1st Chief Winn and Lead Dispatcher Monroe met with BPD Deputy Cabral and Communications Supervisor Lloyd to evaluate the trial period whereby BPD dispatchers provide the address and chief complaint on most 911 medical calls, limiting the asking of redundant questions to the caller. All data shows that the system is a success at limiting caller frustration and decreasing dispatch times. It was mutually agreed to permanently adopt this system. **By switching to this platform the caller is no longer getting asked repetitive questions which is helping become more streamlined.**

The 2021 Opening Burning Season will end, by state law, on May 1st. As of April 14th, 68 of the 90 days have been deemed acceptable for open burning within the District. There have been no days thus far in the season that the State has determined air quality to be unacceptable for open burning. **Unable to track how**

many people are burning as we no longer require permits, it has been an uneventful burning season thus far.

All software and hardware in the Communications Center is working well. One addition this month, Cotuit Fire has added a video security system which meshes with our existing system, allowing us to monitor the garage doors and access points at Cotuit Fire as well our own Stations One, Two, and Three.

EQUIPMENT

Service and Regenerated ambulances 324 and 326

Replace batteries and charger/inverter 326

Replace internal shift solenoid in transmission on 307 (significant project)

Replace ball joints driver side on car 301

Replace battery car 328

Replace 3 batteries on boat 310

TRAINING

On April 13, 2021 COMM Fire, Barnstable Marine and Environmental Affairs and the United States Coast Guard participated in a day long training class on deploying booms and pads to chemical spills in our water ways. The class was funded by DEP/NUKA Group and hosted at the Wianno Yacht Club (Thank You Wianno Yacht Club.) Nine off duty members of COMM participated alongside the on duty members of Group 2. It was a very good day of training. **NUKA training was informative and the four (4) Captains attended.**

May Training:

- 1.) Small Boat: Practical
- 2.) Marine 310: Practical (continue on the water training)
- 3.) Stretcher Safety and Glucometer (mandatory once a year per OEMS)
- 4.) Emergency Action Plan/Fire Prevention: Review policy 603 and PowerPoint (mandatory once a year)
- 5.) Pump Drill: Drafting (Capt. Morrison to instruct all 4 shifts)

OPERATIONS

COMIRS Radio Grant Program Update

The Commonwealth of Massachusetts is in the process of transitioning the current MSP 800 MHz radio system from an analog system to digital P25 system. The fire and police departments in Barnstable County are a part of this system and it is what COMM Fire uses for its main communications.

This has been a lengthy and cumbersome process and has finally reached the purchase phase of new radios that will transition the move from analog to digital. This is a tremendous financial burden to the departments operating on the system.

In anticipation of this change coming about, COMM began a phased approach of dedicating monies to this several years ago and the District has appropriated \$375k of the anticipated \$500k cost for COMM Fire.

The final phase of appropriation (\$125k), was not put forth due to a new grant program offered by the Commonwealth.

Two years ago the state began funding the project with 911 monies and due to the anticipated financial burden to the radio system users, started a grant program to assist with some of the costs of radio replacement.

COMM Fire is participating in this process and has applied for grant monies in the amount of \$183,504.11.

This would assist in the replacement and reprogramming of 53 portable radios and 35 mobile radios.

When successful in this grant, COMM Fire will receive \$211k worth of radios for \$28k.

Our grant application is in its review phase currently and we anticipate hearing back in the near future as to the monies that will be allotted to COMM Fire. Some Cape Cod municipalities have already received their grants and 100% approval has not been given, but we are hopeful to receive a majority of this amount.

BUILDINGS AND GROUNDS

- Replaced light bulbs in blinking lights at Station 1 entrance with bucket truck and police detail
- Completely cleaned and replaced needed parts in Firefighters stove at Station 1
- Continuing lawn clean up at all stations – purchased spring fertilizer and will apply

BUDGET

See attached budget sheet

PLANNING

COMMITTEES

Hiring Committee has first round interviews for new hires on April 29, 2021. **Total of twelve (12) candidates being interview.**

INFORMATION TECHNOLOGIES (IT)

IT Report April 20, 2021

- Implementation of the RedNMX platform continues. Continue to work on the Fire Inspection Module but have been frustrated by the slow progress from Alpine converting some of the inspection codes. FPO Grossman and Rich Sargent will begin building the inspection checklists as soon as we receive this information.
- Rich Sargent has met with Hyannis Fire to review their training program on RedNMX. Captain Morrison and Sargent have met to see what would work for COMM. Both came away with some ideas and will be meeting together to begin building the Training Module.

- Thrive has provided an updated service plan proposal which we have met internally to review. There will be another meeting with Thrive to ask questions and get further details. It is our expectation that the adjustments will lower our cost to Thrive.
- The 2nd “bulletin boards” have been installed in the stations. FF Sahl installed power outlet in Station 2 & 3 so we could install on the apparatus bay walls.
- Rich Sargent continues assisting the Water department with implementation of their new software platform which ties in with the Prudential office. Rich has also worked on repairs and replacements of IT equipment in both offices.

MISCELLANEOUS

COMM Election Day is May 17, 2021

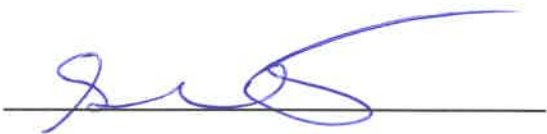
COMM Annual Meeting is May 18, 2021

Chief Winn – would like to acknowledge how very proud he is of all the COMM personnel that attended the mutual aid fire in Hyannis on Sunday April 25, 2021. The fire was hard to battle as the winds off the ocean did not make it easy and everyone worked extremely hard to knock down the fire.

ADJOURNMENT AND NEXT MEETING

Meeting adjourned at 1738 hrs. Next Meeting May 17, 2021. If Covid allows meeting may be held in person.

Respectfully Submitted,



Scott Frank, Clerk

COMM Fire District
Expenditure Statement : 2020 - 2021
for Accounting Period 4/30/2021

GENERAL FUND

Dept # Department	Approp Amount	Activity this Period	Expenditure YTD	Encumbrance YTD	Unencumbered Balance	% Exp. & Enc.
PERSONAL SERVICES	\$7,541,620.81	\$6,336,177.40	\$6,336,177.40	\$215.00	\$1,205,228.41	84.02
PERSONNEL & TRAINING	\$80,850.00	\$49,804.72	\$49,804.72	(\$550.00)	\$31,595.28	60.92
AUTO REPAIR & MAINTENANCE	\$75,000.00	\$30,385.82	\$30,385.82	\$0.00	\$44,614.18	40.51
VEHICLE MAINTENANCE	\$95,000.00	\$98,140.23	\$98,140.23	(\$1,190.00)	(\$1,950.23)	102.05
FIREFIGHTER EQUIP & SUPPLIES	\$107,000.00	\$49,617.14	\$49,617.14	\$2,615.00	\$54,767.86	48.82
EMERGENCY MED EQUIP & SUPPLIES	\$139,050.00	\$118,583.05	\$118,583.05	(\$4,307.39)	\$24,774.34	82.18
FIRE PREVENTION/EDUC & INVESTIGATION	\$7,700.00	\$5,477.50	\$5,477.50	\$0.00	\$2,222.50	71.14
STATION & OFFICE SUPPLIES	\$21,662.00	\$8,259.76	\$8,259.76	(\$1,511.44)	\$14,913.68	31.15
BUILDING SERVICES/CONTRACTS	\$37,300.00	\$35,268.13	\$35,268.13	\$1,646.00	\$385.87	98.97
BUILDING GROUNDS, SUPPLIES & MATERIALS	\$68,550.00	\$27,184.40	\$27,184.40	(\$4,080.03)	\$45,445.63	33.70
OTHER GENERAL BUDGET	\$232,000.00	\$120,556.52	\$120,556.52	\$2,800.00	\$108,643.48	53.17
Total Dept. FIRE DEPT	\$8,405,732.81	\$6,879,454.67	\$6,879,454.67	(\$4,362.86)	\$1,530,641.00	81.79
Total Fund GENERAL FUND	\$8,405,732.81	\$6,879,454.67	\$6,879,454.67	(\$4,362.86)	\$1,530,641.00	81.79
Grand Total	\$8,405,732.81	\$6,879,454.67	\$6,879,454.67	(\$4,362.86)	\$1,530,641.00	81.79

OVERTIME

PAYROLL DATES	FIREFIGHTER OT	FF-BILLED DETAILS	DISPATCHERS OT	MECHANIC OT	SAFE GRANT-OT	WOC-PEN	WOC-OT	HIRED HELP
7/11/19-7/10/20	21,857.53	-	1,295.60	-	-	1,114.64	75.62	317.53
7/10/20-7/24/20	30,592.81	-	2,064.33	-	-	1,292.00	167.04	1,783.04
7/24/20-8/7/20	35,342.99	2,552.29	-	-	-	1,793.34	-	1,978.45
8/7/20-8/21/20	41,421.68	-	2,668.72	-	-	1,590.84	76.56	-
8/21/20-9/4/20	37,478.62	-	728.14	-	73.14	1,393.68	34.80	439.65
9/4/20-9/18/20	35,190.63	-	1,049.36	-	35.44	1,336.42	64.96	195.40
9/18/20-10/2/20	34,952.37	-	1,005.10	-	109.71	1,159.67	6.96	512.93
10/2/20-10/16/20	50,149.16	-	2,230.36	-	1,117.90	849.12	298.80	659.48
10/16/20-10/30/20	61,248.14	758.68	480.58	-	2,103.08	899.44	107.41	1,367.81
10/30/20-11/13/20	70,026.92	-	2,317.66	512.96	1,627.36	521.38	106.72	1,465.51
11/13/20-11/27/20	42,314.21	-	4,352.22	146.56	2,203.44	1,112.60	-	1,905.17
11/27/20-12/11/20	39,000.90	1,455.58	2,553.24	366.40	1,592.18	1,343.08	84.04	1,123.55
12/11/20-12/25/20	28,649.28	1,177.79	3,851.93	146.56	1,665.19	531.99	-	781.60
12/25/20-1/8/21	42,895.04	-	2,282.18	-	1,056.06	912.08	58.00	1,123.55
1/8/21-1/22/21	34,135.86	-	2,009.01	-	758.98	851.96	95.81	1,196.83
1/22/21-02/05/21	33,483.24	-	397.78	-	642.44	779.52	27.84	219.83
2/5/21-2/19/21 **	49,026.86	-	455.89	-	909.78	1,330.32	122.96	293.10
2/19/21-3/5/21	33,147.86	285.80	1,360.74	-	1,225.17	458.59	90.48	-
3/5/21-3/19/21	35,463.11	-	913.09	-	576.08	1,028.48	111.36	-
3/19/21-4/2/21	34,776.02	-	832.16	-	644.7	318.37	-	1,050.28
4/2/21-4/16/21	31,602.93	303.84	2,038.27	-	717.84	628.72	-	-
4/16/21-4/30/21								
4/30/21-5/14/21								
5/14/21-5/28/21								
5/28/21-6/11/21								
6/11/21-6/25/21								
6/25/21-6/30/21								
TOTALS	822,756.16	6,533.98	34,886.36	1,172.48	17,058.49	21,246.24	1,529.36	16,413.71
**Two storm coverage dates including Dave Scott								
OT with WOC \$813,300.11								
Budget for FF OT \$999,375.00								